

INDIANA DATA AND COMMUNICATIONS SYSTEM

COMMITTEE MEETING

December 7, 2004

The IDACS Committee met on Tuesday, December 7, 2004 at 10:00 a.m., at the Indiana State Police Post # 52, with the following members in attendance:

Major Dan Meek
Major Fred Pryor
Captain Ray Benn
Chief Timothy Viles
Sheriff Tom Debaun
Linda Adams

Deborah Cook
Mike Dearing
Don Kottowski
David Mollenkopf
Cindy Snyder

Advisory members present:

Sergeant John Clawson
Sergeant John Richards
Carrie Hampton

OPENING COMMENTS

Chairman Meek called the meeting to order at 10:00 a.m., with a quorum present.

Chairman Meek welcomed Linda Adams, the new Area III Representative to the IDACS Committee. Ms. Adams is with the Hendricks County Sheriff's office. The new Area I Representative, Jamalyn Bogan, was unable to attend due to illness.

Having just returned from the CJIS Advisory Policy Board meeting, the Chairman summarized some of the topics discussed at the meeting, some of which will be discussed further today. He anticipates as far as security officers and the letter of the law relating to using the system to run people, will probably be tightened down a little. As Coordinators, make sure your operators are clear on what they can or cannot do. It is in the Policies and we train on this information, so it is readily available.

Also discussed was changing the certifications from two (2) years to three (3) years. This issue was quashed and will remain as two (2) year certifications.

CORRECTIONS/ADDITIONS TO MINUTES OF THE SEPTEMBER 7, 2004 MEETING

Tom Debaun made a motion, seconded by Cindy Snyder, to accept the minutes as written. The motion passed unanimously.

OLD BUSINESS

CPI and DATAMAXX

Dennis Eaton wanted to help clarify the difference between CPI and Datamaxx. CPI is the vendor who supplies the IDACS system with the product called Fox, commonly called the “message switch” and also includes the Hot Files. These, you only access from your desktop; they are Server resident programs. CPI has done quite a lot to address most, if not all, the message switching issues and problems. There are very few remaining on the log.

The other company, Datamaxx, provides what you see as the view of your IDACS; it’s called “Omnixx”. They provide Client Desktop Application, Omnixx Force, which is your Browser, Omnixx Trainer, which is a piece of software that allows us to train and do testing. The Omnixx console, we use as a management tool, to configure various things like users and devices. It is currently, the pieces of software that are most prevalent on our Problem and Issue Log. There is a plan for an upgrade of Omnixx Force to begin work around the first week of January to conclude into a production environment sometime from the first part to the middle of February. What the upgrade will include are fixes to several known problems, at least they have been announced to have been fixed and some enhancements. There is a version document that we have been provided and have asked for some clarifications on some things. At the appropriate time, the IDACS section will probably release it in some enhanced form. How we plan to deploy it is with an Install CD. Ninety-five percent or so of the installation will be on the CD and the remaining four or five percent will come off the Application Server, itself. Sometime mid-January or so, we will announce how it will logistically happen and to get it to the right person in your agency that does installs, etc.

TRAINING CERTIFICATION PROPOSED CHANGES

This proposal was re-visited from the September 7, 2004 meeting. It proposed that test scores must be eighty (80) percent or above to be considered a passing grade.

A lot of this will be attached to the Training Module that Datamaxx is currently working on for us. With the Training Module, we envision operators sitting down to take the test in a sterile environment. The Chairman will cause you to not be allowed, by order from him, to take the test while working the console, answering dispatch and making phone calls, etc. A testing environment is worth probably 1, 2 or 3 points. Operators deserve more than to be in an environment where there will be distractions. When the Training Module is in operation, once the test is over, those test questions that you miss will come back up, as a training element for you personally.

You can read the question again and see what the correct answer is and learn from that particular situation. We have the training material on-line and it will be updated and will remain on-line, so as we move forward with IDACS, all the information will be current and coincide with the tests that are in the Test Question Pool, they won’t be old questions out-dated. We have become aggressive with the quarterly newsletter and a lot of information is covered, like updates and things that will affect you as a

dispatcher and help you move forward utilizing the new system. We will be keeping track of test scores too, to see what the average is. The Chairman thinks we are a lot closer to 80% than a lot of folks think. With taking the exams in an examination type environment, we may go from 78% average to 81%-83% average. We want to automate this as much as possible, the test will be right there available for you and will be more convenient and not need to drive for one (1) or two (2) hours to take a test and drive back and leaving the agency short-handed.

Basically for ninety nine percent (99%) of the things in NCIC 2000, there was input by the majority of people that made up the IDACS community and they forwarded that information to the IDACS Committee and that is how we have arrived to what we have today.

The Chairman stated he would continue to make himself available to attend the different Area meetings, prior to or after each IDACS Committee meeting. The IDACS community has his ear as well as the entire IDACS staff, including the Systems Programmers, Trainers, and Security Officers. We are interested in getting the job done, getting a product that is user friendly, that's workable for everyone and trying incorporate everything that everybody needs.

Dan Drzewiecki, of Indianapolis Police Department, asked if it was true that as of January 1st, written testing will no longer be allowed? He understood as late as the week before, their basic operators still cannot take the test on-line from IPD.

Trainer Kelly Dignin answered by saying that IPD cannot take tests on the system because they created their own Client and it doesn't have the "Trainer", so no test is available to take. IPD will need to change their basic certification to MDD or Inquiry. To access the test system an operator must have an IDACS assigned certification.

There was a lengthy discussion from committee members and from the audience regarding what score should be considered a "passing" score.

As an end result, the Chairman tabled the matter until later.

NEW BUSINESS

IDACS Committee Chairman Report

New Agencies/Additional Terminals Approved

After receiving favorable recommendations from the System Security Officers and the System Coordinator, the following additional terminals and new terminal agencies have been approved. (See the enclosed attachments to the minutes due to the number involved).

Terminal Operators Approved

After receiving favorable recommendation from the System Coordinator, the Chairman approved twenty-six (26) IDACS operators with an arrest record. The decision was based on there being no felony convictions.

IDACS Coordinator Report

Mike Dearing reported some smaller agencies are not loading Adobe on their pc's, therefore they cannot read anything in the Help File (IDACS Newsletter, CJIS Security Policy, and some of the special items we list in there that will eventually end up in the manual). An example is, when the ORI Validation for NCIC was done, we listed the policy and procedure in the Help File so agencies could pull it up, that is when we started finding out several of them did not have the Adobe Acrobat. Talk to your IT person and make sure you have it installed.

IDACS Security Officer's Reports

Sgt. John Clawson reported one (1) agency; DeKalb County Sheriff's Department was given a Notice of Violation due to entries not supported by documentation.

Sgt. Richards reported one (1) agency with a violation, Gary Police Department, regarding their Missing Persons Files. There were a number of documents he requested, they could not find since moving recently and a Triple I that had been run and misused.

AREA REPRESENTATIVE'S REPORTS

Area I Not represented today. Jamalyn Bogan of Valparaiso Police Department was not attending due to illness.

Area II Cindy Snyder – They have not held a meeting yet, planning to try for December 22nd or 23rd at Steuben County.

Some issues were brought to her attention at the Sex Offender File meeting that was held. One, is still the issue of DFC and their criminal history, are they going to get it resolved with IDACS? The training on the Sex Offender File is another issue. She also had a couple of notes on entries; they had problems entering a *trailer* and a *wrecker* and Ms. Snyder wanted to thank the operators in Data Operations that were able to get them entered correctly for them and they appreciate their help.

Mike Dearing informed Ms. Snyder that the FBI sent a document to use as a pilot for creating a law to require the DFC to submit fingerprint cards. Currently, that law does not exist; therefore, they denied them access to the system.

The Chairman and Major Pryor gave brief summations of some of the problems associated with the Sex Offender File and the purpose of the Sex Offender Registry.

Area III Linda Adams – Has nothing that has not already been discussed.

Area IV Deborah Cook – They held their meeting on October 21st at Versailles State Police, with fourteen (14) in attendance.

They had an agent from the Federal Motor Carrier Safety Division present a short program on Homeland Security, the threat of illegal aliens and commercial motor vehicle in conjunction with IDACS/INS Inquiry Form. There was a short discussion following the program. Major Meek and other from IDACS presented a question and answer period on system concerns.

Area V

David Mollenkopf –Their meeting was held on November 24th at District #52.

They had a couple of issues involving Speedway Police Department and Cumberland Police Department that they were not sure of and hope the training staff can get them solved.

Mr. Mollenkopf announced that this is his last meeting, he is going to retire at the end of the year and they will need a new Area V Representative.

OTHER NEW BUSINESS

Mr. Dearing announced that NCIC would be here in April for their audit. He will be able to give more information at the March meeting concerning the audits; we don't have much information at the present time or what agencies will be audited. He is sure they will be looking at Sex Offenders, and Protective Orders, etc.

Chairman Meek added that CJIS is interested what networks look like, so when agencies write in or ask for additional terminals, IP addresses that need to be changed or added, etc., please update your system diagram. We have pulled files where there are documents from six (6) or seven (7) years ago, where a "go ahead" was given and the agency was to send the document updating their diagrams for their file, and a lot of them have not been received to add to their files. He would like for agencies to get their network diagrams updated and forwarded to IDACS.

GENERAL DISCUSSION

Sgt. Clawson reminded that all the Terminal Agency User Agreements would be updated at the first of the year. We send out two (2) Agreements, remember to sign both of them and send them back, we will get the Major and Superintendent signatures and mail one (1) back to the agency.

Chief Viles said he is speaking on behalf of the Chief's Association, and having had conversations with the Sheriff's Association. For those who do not know, he is concerned particularly with the smaller agencies that have not been aware of or heard about the SEMA law that calls for their dispatchers to be Emergency Medical Dispatchers by July 20, 2005. They are working with the state, trying to get an extension. There are some agencies out there that are dispatching fire and EMS, if they are doing that, under the new law, they have to be *certified*.

Those certifications, under the law, call for special training to be approved by the State, which has not been done yet. He asked the representatives, on their behalf, to check with the agencies that do have NCIC/IDACS terminals, to see if they know about those laws. They can call the Chief's Association or the Sheriff's Association.

Clay Carter said he would like to clarify something, he asked if some agencies were exempt. Chief Viles stated that not to his knowledge. Mr. Carter said his understanding was that agencies that do not dispatch, but transfer to a dispatching agency would be exempt. Chief Viles stated that if they are “transferring”, he is right. If you actually have an emergency 911 call and you are the dispatcher and you are responsible for giving medical information, then you need to be certified. If you have the push button that you can transfer the emergency medical information to another agency, to your fire department or to your EMS, then you are *exempt*, if you want to use that word.

Chairman Meek commended the IDACS Committee for all their hard work and all they have done for IDACS community in general, and for the State.

AUDIENCE QUESTIONS/COMMENTS

Someone in the audience said they entered a Temporary Felon on the 27th of November and cleared it the same day, because he was located in Tennessee. They could not clear it out of NCIC and it was purged on December 5th. Kelly Dignin told her to call the training staff with the MRI message #, so they can look at the record to see what happened. Kelly added anytime you have issues, you could contact the training staff.

Another question from the audience was about running out-of-state 27's and 28's, they are getting double responses back.

Dennis Eaton asked if they used the Master Query and filled out all the fields, which a lot of operators like to use. Open Fox duplicates the messages. They don't want to do away with it; they just don't know how to fix it.

Also, when they are receiving Hit Confirmation Requests, on Wanted Persons usually, the IDACS number is not on it. Mike Dearing told her they would need to research it. If they have an incident like it again, give him a call at 317-232-8292.

Vivian Nowaczewski, IDACS trainer stated that MDT testing is still down and the January 1, 2005 on-line testing is postponed. You will need to resort to a paper test.

ADJOURNMENT

There being no further questions or comments, the Chairman adjourned the meeting.

The next meeting will be Tuesday, March 15, 2005, (10:00 a.m.) at the Indiana State Police Post (D #52), 8500 East 21st Street, Indianapolis, IN.

ATTACHMENTS

New Agencies/Additional Terminals

After receiving favorable recommendations from the System Security Officer and the System Coordinator, the following new terminal agencies and additional terminals have been approved.

Hand out, due to the number of New Terminal Agencies and Additional Terminals.

Terminal Operators Approved

After a receiving favorable recommendation from the System Coordinator 26 IDACS operators with an arrest record have been approved. The decision was based on there being no felony conviction.

NEW TERMINAL AGENCIES

ADDITIONAL WORKSTATIONS

<u>ORI</u>	<u>Agency</u>	<u>Number of Workstations</u>
INBMVAV04	Bureau of Motor Vehicles	5 in Operations
IN003013N	Bartholomew RDC	2 in Dispatch
IN023013N	Fountain Co Reg. Disp.	1 in Dispatch
IN0290000	Hamilton Co Shf	3 in Dispatch 3 in Squad Rm 1 in Investigaitons Total 7
IN0300000	Hancock Co Shf	1 in IDACS Coordinator's Office
IN0340100	Kokomo PD	1 in Dispatch 1 in IDACS Coordinator's Office Total 2
IN0450900	Hobart PD	3 in Records 2 in Investigations Total 5

Behind The Evansville Regional Computer Center

<u>ORI</u>	<u>Agency</u>	<u>Number of Workstations</u>
IN0820100	Evansville PD	1 in AIU, RM119, Headquarters 1 in P&T, RM327, Headquarters 4 in the South Sector Office 1 in the West Sector Office Total 7

Behind The Indianapolis Regional Computer Center

<u>ORI</u>	<u>Agency</u>	<u>Number of Workstations</u>
IN0490100	Beech Grove PD	7 in the Detective Bureau
IN0493800	MECA	1 in J. Redfern's Office Term. ID ME 4 7 <u>1</u> in Aggie Sgro's office Term. ID ME 0 9 2

NEW MOBILE DATA AGENCIES

<u>ORI</u>	<u>Agency</u>	<u>Number of MDD's</u>
IN0500101	Bremen PD	6
IN0920001	Whitley Co Shf.	6

Additional Mobile Data Devices

<u>ORI</u>	<u>Agency</u>	<u>Number of MDD's</u>
IN0450801	Highland PD	13
IN0451003	Munster PD	1